

**ROCKY HILL PLANNING BOARD**  
**Minutes of the April 11, 2006 Meeting**

Present:□ Ayrey, Batchelder, Cann, Morren, Pihokken, Roshetar, Whitlock, Youtz, Yuchmow

Absent: Hasser, Oakley

Also present: V. Bollheimer and K. Philip

**Statement Of Adequate Notice**

Pursuant to the Sunshine Law, a notice of this meeting's date, time, place and agenda was mailed to the news media, posted on the Municipal bulletin board and filed with the Municipal Clerk. The meeting was called to order at 7:30 p.m.

**Chairperson's Comments:**

C. Pihokken stated that the proposal for Miller may not have been properly noticed therefore the application may not be reviewed this evening. A special meeting is scheduled for Thursday, April 20<sup>th</sup>, the Board will continue their review of the Rocky Hill Estates proposal.

**Open Public Comment Period:** The meeting was then opened to the public, Peter Morgan, Outerbridge Morgan Architects, stated that he is the architect for the Millers and recently the zoning officer told him that a zoning application was needed for this proposal. He stated that they had never been given this document during their discussions with Mr. Raffaelli two months ago. Mr. Morgan stated that this was never brought to his attention and the applicant is now ready to proceed. Being that there was no one else who wished to address the board, the open public portion of the meeting was closed.

**Approval of Minutes**

January 19, 2006 – Motion made by R. Whitlock and J. Yuchmow seconded the motion to approve the minutes of January 19, 2006. The vote was 7-0 in favor. Motion carried.  
February 14, 2006 – Motion was made by R. Whitlock and T. Roshetar seconded the motion to approve the minutes of February 14, 2006. The vote was 7-0 in favor. Motion carried.  
February 23, 2006 – Motion was made by J. Yuchmow and R. Batchelder seconded the motion to approve the minutes of February 23, 2006. The vote was 7-0 in favor. Motion carried.

**Appointment of Planning Board Administrative Officer**

C. Pihokken stated that the ordinance refers to an administrative officer as the key person for application submissions. He advised that William Tanner, Van Cleef Engineering, is the municipal engineer and if he is appointed Administrative Officer then his office will be the location where the applications will be delivered. The administrative officer will be responsible to check for completeness. The reason for choosing Bill Tanner is so there will be someone in their office available to meet with the public during normal business hours. They will also be responsible to distribute the application materials to the Board for review.

Motion was made by R. Whitlock and A. Youtz seconded the motion to appoint Bill Tanner of Van Cleef Engineering as the Administrative Officer. The vote was 9-0 in favor. Motion carried.